

Titling Tips

March 2007

FORMS UPDATES

April – June 2007 Sales Tax Charts Now Available

The local sales and use tax rate charts for April – June 2007 have been posted at

www.dorx.mo.gov/mvdl/motorv/liendeal/ under News and Information. These rates are effective April 1, 2007.

- Rate changes and additions are in red.
- Brookline Station (site code 0272) was removed.

TITLING ISSUES

Smart Cars

Documents required to title Smart Cars:

1. Proof of Ownership - (Manufacturer's Statement of Origin (MSO) issued by the manufacturer, bill of sale, or invoice);
***If the manufacturer did not issue an MSO, a separate odometer disclosure statement is required.**
2. Certification from Registered Importer/G&K Auto Conversion Inc. Santa Anna, California (the only federally approved importer);
3. Certification from the U.S. Department of Transportation; and
4. Certification from the U.S. Environmental Protection Agency.

Smart Cars that do not display the public VIN or certification stickers on the dash have not been imported following federal guidelines and should not be titled or registered.

DEALER LICENSURE ISSUES

Amending Dealer Sales Reports Online

The Department of Revenue has revised the online dealer sales reporting system so you can add, delete, or amend dealer sales reports after the sales report has been electronically filed, within two months of the current month. For example, during March, you can amend a January or February report that was already "filed". Go to <https://dors.mo.gov/NOS/loginLink.do> and sign on to the Notice of Sale Online application.

Select "View/Print/Amend Filed Report" from the system menu bar on the left side of the screen.

- To amend or delete a sales report:
 1. Select the month and year of the report you want to amend or delete;
 2. Click "View Sales Report";
 3. Select the sale to amend/delete and click "Amend";
 4. Make the changes, if applicable; and
 5. Click "Update" or "Delete" at the bottom of the screen.
- To add a sale:
 1. Click on "Submit Single Sale"; and
 2. Follow the steps in the instructions for "Submit Single Sale".



Dealer License Plates

The number of dealer license plates you receive at renewal is based upon the number of plates you received the previous year. If you wish to decrease the number of dealer license plates you receive for next year, notify the department by August 1st by:

- Calling – (573) 751-8343;
- Emailing – DEALERLIC@dor.mo.gov; or
- Writing – Motor Vehicle Bureau
Dealer Licensing Section
P.O. Box 43
Jefferson City, MO 65105



Recreational Vehicle (RV) Shows/Exhibits

RV dealers licensed in another state who want to participate in an RV show/exhibit in Missouri must complete a *Request for Out-of-State Dealer Participation in Missouri Recreational Vehicle Show* (FORM DOR-5132). This form may be downloaded at www.dor.mo.gov/mvdl/motorv/forms/. The completed form must be received by the Missouri Department of Revenue at least 30 days prior to the event. The department will notify the RV dealer of its decision to approve/deny the request at least 15 days prior to the event.

Published quarterly by:

Missouri Department of Revenue
Customer Assistance Bureau
P.O. Box 629
Jefferson City, MO 65105-0629

Trish Vincent, Director of Revenue
Julie A. Allen, Director, Customer Services Division
Keith Bohl, Manager, Customer Assistance Bureau, Co-Editor
Nicki Hollis, Customer Assistance Bureau, Co-Editor